

FISC SAN DIEGO CUSTOMER SERVICE GUIDE



May 2000

**FLEET AND INDUSTRIAL SUPPLY CENTER
937 NORTH HARBOR DRIVE
SAN DIEGO CA 92132**

For additions, amendments or suggestions to this guide please contact (619) 556-0420.

FISC SAN DIEGO CUSTOMER SERVICE GUIDE

TABLE OF CONTENTS

INTRODUCTION	5
POINTS OF CONTACT	5
CUSTOMER SERVICE HOURS	5
CUSTOMER INFORMATION CENTER	6
SERVICES WE OFFER OUR CUSTOMERS	6
REQUISITIONING PROCEDURES	7
LOGREQS AND FLEET FREIGHT ROUTING	8
MATERIAL DELIVERIES	12
ADVANCED TRACEABILITY AND CONTROL	13
MATERIAL TURNED-IN TO STORE (MTIS)	14
MEALS READY TO EAT (MRE)	15
SHIPPING	16
SPECIAL MATERIALS	16
PRESENTATION SILVER STORAGE	17
NEXCOM FLEET ASSISTANCE TEAM	17
SUBSISTENCE	18
DIRECT VENDOR DELIVERY	19

NAVXPRESS	20
CONTRACTING	21
FISC LEGAL OFFICE	24
FLEET MEDICAL LIAISON	25
PRE-DEPLOYMENT	26
SONOBUOYS	27
MATTRESS EXCHANGE POOL	28
DRMO	28
PERSONAL PROPERTY	28
POSTAL SERVICES	28
COPIER PARTS	29
TRAINING AND DEVELOPMENT SERVICES	29
HAZARDOUS MATERIALS MANAGEMENT PROGRAM	30
FUEL	33
USEFUL PHONE NUMBERS	36
HELPFUL WEB SITES	37

THIS PAGE LEFT BLANK INTENTIONALLY

This guide has been prepared in the hope that it will serve as a useful tool for visiting and home ported customers when seeking supply support services while in San Diego.

Introduction

The main Naval Station site is located at building 116, 2nd deck, Cummings Road. Visitors are always welcome. Walk through Requisition Processing is now located in a joint FISC/DDDC Customer Service area, in DDDC building 3478, Cummings Road (across from PWC).

Points of Contact

Area Code (619) / DSN: 526

Site Director / Customer Service Officer	556-0401
Deputy Site Director	556-0403
Simplified Acquisition Director	556-0391
Deputy Simplified Acquisition Director	556-0341
Command Master Chief	556-0412
Fleet Liaison	556-0420
Main Fax (Bldg. 116 NAVSTA)	556-0437

SALTS E-mail Address: zgs@salts.icpphil.navy.mil

*Visit us on the web at www.sd.fisc.navy.mil
“Click on the Fleet Liaison button”*

Customer Service Hours

Division	Location	Hours	Primary Phone
Walk-Through Desk	Bldg. 3478	0600 – 2030 Mon. - Fri. 0600 – 1430 Sat.	(619) 556-0411 fax: 556 0417
Customer Service	Bldg. 116	0600 – 1600 Mon. - Fri.	1-877-41TOUCH
Simplified Acquisition	Bldg. 116	0700 – 1700 Mon. - Fri.	Tech: (619) 556-0377 For Status Call 1-877-41TOUCH
Navy Integrated Call Center	Bldg. 12	24 Hours / 7 Days	1-877-41TOUCH 1-877-418-6824

**After hours or Sunday contact the FISC Command Duty Officer
Pager (619) 556-5500 pin# 8777
Or Cellular Phone Number (619) 855-0135**

Customer Information Center

For Stock Checks, Requisition and Shipping Status and General supply questions call:

1-877-41TOUCH (1-877-418-6824)

DSN 522 FAX (619) 532-4013

Email: fiscsd_cic@sd.fisc.navy.mil

The Customer Information Center (CIC) was established to ensure customer satisfaction as well as to improve the efficiency and effectiveness of the ordering process. For any of your needs, simply dial **1-877-41TOUCH** (1-877-418-6824) to speak with one of our trained representatives. You will be asked a few questions and a “call profile” will be created. This call profile will aid in future calls. The representative will provide you with the information you need as well as process your requests. If the information is not readily available, the CIC rep will call you back. You can also e-mail us at **fiscsd_cic@sd.fisc.navy.mil**. The Customer Information Center has state-of-the-art computer systems and communication equipment to serve you better. With access to multiple databases, several mainframe computers, Internet, etc., you can expect quick and accurate answers. Here a few examples of databases available to CIC reps (and you!):

UADPS/U2 main-frame

FEDLOG

RAM

DLANET

All on-line package tracking systems

DSS main-frame

NAVICP

VMISR

NAOMIS

CD FICHE

DLADID

ATAC

FLIS

Services we offer our customers

- Stock Availability
- Standard/Non Standard Requisition Inquiries
- Shipping, Receiving and Transportation Inquiries
- Expediting
- Requisition Processing
- Technical Information
- Procurement Status
- CARCASS Tracking Information
- General Information

Requisitioning Procedures

General. Requisitions for urgently required material may be walked-through during normal business hours at building 3478, DDDC/FISC Customer Service. After-hour walk throughs should be referred to the CDO at Pager (619) 556-5500, pin# 8777, or cellular phone number (619) 855-0135. Routine requisitions may also be dropped off at building 3478 for manual input. The preferred method of submitting requirements is via DAMES or SALTS.

Release of Items Under Item Manager Control. For walk through, it is the customer's responsibility to call the Item Manager for release authority. Note that your call must be made from the issue point (i.e. FISC San Diego). The customer should not call for issue release authority unless ready to walk the requisition through. Also, do not delay submission of a requisition once you get authorization. Customer Service representatives can help with this process.

LOGREQS and Fleet Freight Routing

LOGREQs. Indicate in paragraph Delta, stores requirements to include any GSK delivery preferences. Paragraph Zulu may be used for any special requests such as cellular phones or beepers. **Suppos are encouraged to personally chop all LOGREQs to ensure best service.**

Foreign and Non-Navy Ports. When visiting foreign and non-navy ports, designated Husbanding Agents must be used in making all logistics arrangements prior to and during a ship's visit. The Husbanding Agent (HA) is a contractor who serves as the U.S. Government's agent. If any other, NON-CONTRACT agent is used the contracted Husbanding Agent may claim and receive his fee, even though he performs no actual work.

DUTIES Include, but are not limited to:

- Making all preliminary arrangements for ship's visit, including pier/berth assignments;
- Initial boarding upon arrival, Arrival Briefing is to include representatives from local law enforcement, other port authorities and tour agents, as necessary;
- Providing Interpreter and Money Exchange services, in foreign ports;
- Must visit ship at least once every day while in port;
- Coordinate and arrange for all ship's requirements;
- Monitor status and ensure timely delivery of all supplies/services ordered;
- Collect all subcontractors/vendors bills and submit ONE consolidated invoice to the ship for certification; forward to the Contracting Officer for submission to payment office; and
- Submit port cost reports, as required by the contract

LOGREQs for Mexico and Non-Navy ports in California should contain FISC SAN DIEGO CA//2404/105// as action addrees. Telephone number for the Port Services Contracts Division is (619) 532-2562, DSN 522-2562. After hours or weekends you may page services contracting personnel at (619) 982-1668. For information on visits to Washington and Oregon contact NRNW Port Ops at (425) 304-3587. For information on visits to Canada contact Canadian Maritime Forces Pacific at (250) 363-2971. For information on submitting LOGREQs for Central and South America contact FISC Norfolk Husbanding Contracts Division at (757) 443-1375.

Fleet Freight Routing. If a visiting unit intends to receive stores in San Diego, a FFR message should be sent out 30 days prior to visit. Include FISC SAN DIEGO//105// in your addrees. Following are excerpts from NAVTRANS 011900Z DEC 94 regarding Fleet Freight Routing.

Fundamental to receiving good service is being a good customer. Afloat units should ensure cargo routing instructions are promulgated and updated to describe current needs. Each day of a ship's commissioned life should be covered through the promulgation of cargo routing instructions. For the Mediterranean, Pacific, and Arabian Sea/Red Sea opareas, instructions are issued for each ship by a theater promulgator, however for all other opareas, it is the ship's responsibility to advise NAVTRANS of cargo routing instructions.

Cargo routing messages must identify:

- the location/port where the ship will be receiving cargo
- the inclusive dates for that location, and
- the transportation priority of cargo desired at each location/port

Note that TPIII/surface cargo is generally not routed overseas for ship's deployments of less than ninety days.

In addition to listing the appropriate information, it is also essential that everyone in the chain gets cut in on your requirements. How is this accomplished? As a minimum, include the following applicable activities as info addressees when issuing cargo routing instructions:

1. NAVTRANSSUPPCEN Norfolk VA// 031A.2//
2. Your command's squadron
3. Your TYCOM expediting branch
4. Your homeport supply activity/supporting supply sources
5. Any foreign service activities, USDAOs and U.S. Embassies, as appropriate, and
6. The following theater routing promulgator based on oparea if applicable:

COMFAIRMED NAPLES IT/N433B/ (Mediterranean)

COMSERVFORNAVCENT/41/ (Arabian Gulf/Arabian Sea/Red Sea)

COMLOG WESTPAC/N4113/ (Pacific) as always, if in doubt, err on the high side.

As with everything else in life, timeliness is also important! Thirty days prior to deployment, units should provide NAVTRANS and their theater routing promulgator with a prospective schedule that includes the last day to receive cargo in home port.

Once underway, how does the cargo routing information get updated to reflect revised shipping instructions? Your theater routing promulgators publish summary routing messages on a weekly or bi-weekly basis to alcon for ships in their oparea. Ships are info addressees on these messages and are advised to review and submit corrections if necessary. Take note here: theater routing promulgators' routing messages override individual ship's routing messages. Consequently, ships need only ensure that their theater routing promulgator is made aware if routing instructions are inconsistent with their desires.

What about those situations where there are no established cargo routing channels and/or no receiving activity such as Cape Town, South Africa or Fort Lauderdale, FL. Is it necessary to modify your entire cargo routing instruction in order to receive that critical CASREP? Rest easy, the answer is no. Some CONUS and OUTCONUS ports can only be supported via commercial means, and ordinarily, use of commercial transportation is discouraged when moving material OUTCONUS due to customs clearance delays and cost factors. However, commercial air will always be authorized for CASREPS/NORS/NMCS when necessary. In such cases, a unit's entire cargo pipeline need not be changed to reflect the port visit. Instead, information on specific critical requisitions should be provided to a ship, squadron, or TYCOM rep, as well as NAVTRANS for manual expediting. NAVTRANS Fleet Locator phone number is DSN 646-5425, comm (757) 443-5425. Because movement of critical items to these ports will require commercial airlift, the following information is required by commercial carriers:

- (a) Activity name
- (b) POC phone number
- (c) Street address of receiving point/activity.

Another option is to arrange for small items to be shipped via regular mail and receive them in FPO mail deliveries. The downside to this medium is that these shipments are not traceable. However, on the positive side, if the truth be known, is that sometimes it is cleaner and quicker than clearing customs.

CONUS shippers receive cargo routing instructions for all Navy mobile units from NAVTRANS. Primary shippers receive this data via automated means, while others maintain routing files which are set up to receive daily NAVTRANS routing updates. On the following page is a typical Fleet Freight Routing message.

FM USS SACRAMENTO
 TO NAVTRANSSUPPCEN NORFOLK VA//031A.2//
 FISC PUGET SOUND WA//105//
 FISC SAN DIEGO CA//105//
 INFO COMNAVSURFPAC SAN DIEGO CA//N41//
 COMCRUDESGRU ONE//N4//
 COMNAVSURFGRU PACNORWEST//N41//
 USS CONSTELLATION
 SUBLOGSUPPCEN BREMERTON WA//20/40//
 DDPW PUGET SOUND WA//SF/DC//
 DDDC SAN DIEGO CA//PSS//
 BT
 UNCLAS //N04400//
 MSGID/GENADMIN/SACRAMENTO//
 SUBJ/FLEET FREIGHT CARGO ROUTING INST//
 REF/A/RMG/SACRAMENTO/020041Z FEB 99//
 AMPN/REF A IS PREVIOUS FFR MSG FOR SAC//
 POC/P. SMITH/LT/STORES OFFICER/SACRAMENTO/TEL:COMM:360-XXX-XXXX/
 DSN:439-XXXX//
 RMKS/1. THE FOLLOWING CARGO ROUTING INSTRUCTIONS SUPERCEDE REF A
 FOR UIC R05832 AND ARE EFFECTIVE IMMEDIATELY. READ IN FOUR COLUMNS:

PORT	DATES	TRANS PRIORITY	NOTES
BREMERTON WA	PRES-19APR	ALL	
SAN DIEGO CA	20APR-04MAY	I	
NORTH ISLAND CA	05MAY-12MAY	I CODABLE	(1)
BREMERTON WA	05MAY-12MAY	I NON-CODABLE	
BREMERTON WA	20APR-12MAY	II,III	
BREMERTON WA	13MAY-UFN	ALL	

 NOTES: (1) ROUTE HI-PRI CODABLE CARGO TO USS CONSTELLATION BEACH
 DET FFT USS SACRAMENTO//
 BT

Please Note: All material receiving and distribution functions are the responsibility of Defense Distribution Depot (DDDC) San Diego. Please do not use FISC as a ship to address. The proper receiving address is:

RECEIVING OFFICER
DDDC SAN DIEGO
NAVSTA, BLDG. 3304
2680 WODEN STREET (note: Woden is correct)
SAN DIEGO CA 92136
M/F: UIC AND NAME OF SHIP
DOCUMENT NUMBER AND PHONE NUMBER

Material Deliveries

GSK Delivery Schedule. DDDC Drivers deliver from 0500 to 1830 Monday through Friday. Deliveries are not scheduled on Saturdays (with the exception of CASREPS), Sundays or holidays unless specifically arranged in advance through FISC Customer Service at 556-0420. Saturday, Sunday and Holiday deliveries will be limited to deploying units and units with extensive local ops scheduled.

Signature Service Material. Signature Service Required (SSR) material consists of Hi Priority shipments, Open Purchase material and Medicinals (DLR's no longer qualify as SSR per DLA instruction). Signature Service delivers from 0600 to 1900 Monday through Saturday. Commands are requested to promptly sign for material, drivers are often forced to wait for a signature delaying deliveries to other units.

Credit Card Purchases. When purchasing material with the Purchase card, assign a document number to each purchase and direct the vendor to clearly mark the package with the shipping address, document number and consignee. Purchase card purchases are often held up in receiving because of poor markings. Remember that the Purchase card was implemented to save time and money on processing purchase requests, **it has not replaced purchasing regulations.**

Requests for Changes in Delivery. Changes to normal delivery, such as no HAZMAT, no stores due to inspection or change of command can be arranged in advance by contacting FISC Customer Service, Fleet Liaison at 556-0420. Any deviation from your normal local delivery schedule should be requested at least 48 hours in advance, except for emergency underway or changes to a ship's schedule. Ships getting underway for local ops do not need to request their stores be held, this is done based on information we receive from COMNAVSURFPAC and other sources.

Pallet Pick-up. Separate subsistence pallets from GSK/Ships Store pallets. FISC Subsistence Prime Vendors (SPV) retrieve subsistence pallets. SPV winged pallets are painted green. SPV commercial pallets are unmarked and must be returned to the vendor on a one-for-one basis. Stack empty pallets on the pier, up to seven high, with the wings facing to the sides. Please place pallets in a location where a straddle truck can drive in and lift the stack.

Advanced Traceability and Control

Advanced Traceability and Control (ATAC). FISC San Diego provides pierside pick-up service for retrograde DLRs. Signature service is provided. Areas serviced are:

- a. Naval Station piers
- b. Point Loma
- c. North Island piers/carrier cans
- d. Naval Aviation Depot (NADEP) Can 123
- e. Any location within 50 miles of NAS North Island

NRFI DLRs to be collected must weigh no more than 2000 pounds. Material Handling Equipment is required for items weighing over 100 pounds. Activities requesting a pick-up are required to call in requests by 1500 for next-day collection Monday through Friday.

Call (619) 435-4147 to arrange for NRFI DLR pick up

NRFI DLRs will be picked up at the head of the pier. Commands can turn-in NRFI DLR's to Building. 661 at North Island. This practice is acceptable and encouraged. The correct ATAC address for the DD 1348-1 is:

**N46433 Navy DLR Agent
FISC San Diego
NAS North Island Site, Bldg. 661-3
San Diego CA 92135**

The director of the ATAC Hub and his staff are available to help you process your retrograde DLRs as easily as possible. Queries should be made to the following phone numbers:

ATAC Information: 545-8367
ATAC Director: 545-8376

Material Turned-In To Store (MTIS)

General. MTIS is a function of DDDC, located in building 322, within the DDDC compound. Receiving hours are 0600 - 1400 Monday - Friday. Unless otherwise directed, Material Turned In to Store at DDDC San Diego will be addressed to N00244, FISC San Diego. Turn-in of more than 100 line items requires pre-interrogation via the MEDVIS program, as described later. *It should be noted that MEDVIS will save time for both the transferring and receiving activity and its use is encouraged.* To arrange for MTIS turn-in, contact DDDC at 556-7902. For MEDVIS Picking Tickets, contact the FISC Command Master Chief at 556-0412 or the Fleet Liaison at 556-0420.

Segregation/Marking/Packing of Material. The proper packaging of material prior to turn-in is considered to be of utmost importance! All material turned in for credit must be properly segregated, tagged and identified.

NAVY MTIS Dollar Value Threshold. NAVSUP has directed all activities afloat and ashore to cease offering material via MTIS if extended dollar value is less than \$100.00, and to process these items directly to DRMO or Residual Asset Management (RAM).

Exceptions are:

- Level I Subsafe
- Security Coded Items
- Nuclear Q COSAL Material
- HAZMAT

Note: Defense Depot San Diego will accept all MTIS, regardless of dollar value. Therefore, Navy units must screen the above items to prevent receipt, storage and issue costs for excess items.

Material Excess and Disposal Visibility Interrogation System “MEDVIS”. Turn-in of more than 100 line items must first go through a pre-interrogation program called MEDVIS. MEDVIS will produce bar coded 1348-IRRDR's to allow faster turn-in and processing. Non-mechanized activities will submit data using document identifier D6A. Mechanized activities will submit data using X37, Picking Ticket (PKT), and work card format, by processing a DI 083 (Mechanized Offload). The data must be in **ASCII format**, with a “txt” file extension. **Do not use tabs.** Files with improper formatting will be rejected, and cause delays in processing. A single file may contain no more than 5,000 lines (1,650 line items for X37). Data files may be hand-delivered to FISC Customer Service or submitted via SALTS or e-mail. FISC Customer Service will deliver the output documents to the requesting activity, or the customer may choose to pick them up at FISC Building 1 (corner of Harbor Drive and Broadway), 4th floor, code 30.

Non-Mechanized - Mandatory Format of D6A Turn-In Documents

D6A 65331000036690 EA00003R2138700077025 YA452AANR 9Z0000047 A 007

C.C.	Description
1-3	Document Identifier "D6A"
7	Media and Status must be "6".
8-20	National Stock Number
21-22	Special Material Identification Code
23-24	Unit of issue
25-29	Quantity
30-43	Document Number
45	Must be "Y" (if ship desires to put location on cards)
46-50	Ship's location (if applicable)
51	Signal Code, must be "A"
52-53	Fund Code
55-56	Cog Symbol
57-63	Unit Price
72	Condition Code, must be "A"

Mechanized - SUADPS DI X37, PKT and Work Card Example

X37NDZ 6532000811680 EA00050R2074890221135 SW3218 KZ 9L 00000
PKTNDZ 6532000811680 EA00050R2074890221135 AKZ 9L Trousers,Me A0001213
00000A 6532000811680 EA00050R2074890221135 ME001

Inquiries concerning material turn-in should be referred to the FISC Command Master Chief at (619) 556-0412, or the MTIS Director, DDDC San Diego at (619) 556-7902.

Hazardous Material Turn-in. Excess hazardous material can be turned into the FISC Hazardous Material Minimization Center (HMC) for reuse. Prior to off-loading any hazardous material call the HMC POC for assistance at 556-9723. For large quantities, a Hazardous Material Off-load Team will come aboard your command and assist with segregation of material that may be useful to other commands or may have extendable shelf-life and be a candidate for our Regional Inventory Program. If the material is no longer usable, we will contact DRMO for possible reuse or, as a last resort, contact PWC for HW pick-up. Smaller quantities (1 pallet or less) should be taken to the on-pier Hazardous Waste area, where Hazmin personnel will retrieve A-condition material for re-use.

Meals Ready to Eat (MRE)

NSN: 8970-00-149-1094

If request is sent via MILSRIP requisition, use RIC "S9S" and Cog "ZZ".
If conducting a walk-thru, use RIC "NDZ" and Cog "9M".

Shipping

General. NAVSTA Shipping is operated by DDDC and is located in building 280, near ILO and the Bottle Yard outside gate 9. North Island has two shipping departments, DDDC and FISC, located in buildings 656 and 661 respectively.

Hours of Operation. NAVSTA shipping operates from 0800-2000 Monday – Friday and 0800-1600 Saturday. DDDC shipping at North Island operates from 0600-1700 Monday - Friday. FISC shipping at North Island operates from 0700-1530 Monday – Friday.

Funding. Funding must be provided for packing and crating services. Funding may be accomplished with a DD Form 448 (MIPR), or a NAVCOMPT 2276, or through the use of an authorized TAC code. For more information, contact DDDC Administrative Support, Code DXMA at 556-9783 or FISC Comptroller, Code 051 at 532-3030.

Special Materials

Classified Material. Customers should call the shipping supervisor at 556-7874 (NAVSTA) or 545-5477 (North Island) before dropping off classified material to be shipped.

Radioactive Material. Shipping arrangements for radioactive material will be made based on the customer's documentation. ***Do not bring radioactive material to the shipping facilities.*** Call Hazmat Certification at 556-7875 for more info or to arrange for shipment.

Weapons. Customers should call the shipping supervisor at 556-7874 (NAVSTA) or 545-5477 (North Island) before dropping off weapons for shipment.

Sonobuoys. See sonobuoy section for details.

HAZMAT. Hazardous Material may be certified for shipment at building 3322, inside the main compound, DDDC NAVSTA. FISC North Island, building 661, also has certification facilities. DDDC North Island Annex cannot certify or ship Hazardous Material at this time.

Presentation Silver Storage

When scheduled for a period of extended maintenance such as regular overhaul, and, in the opinion of the Commanding Officer, the level of industrial activity will create a significant security risk, presentation silver or other valuable gifts may be transferred for temporary storage to DDDC San Diego. Per NAVSUP P-485, paragraph 8142, it is recommended that serialized seals be used on the containers for silver to be stored. Ensure silver is prepared for storage in accordance with paragraph 8122 of the P-485. The silver remains under the custody of the transferring activity and DDDC signs only for the container, not it's contents.

For more information call (619) 556-7928 or FISC Military Liaison at (619) 556-0420.

NEXCOM Fleet Assistance Team

The Fleet Assistance Team is located in FISC building 116 but is managed by the Navy Resale and Services Support Office. Their mission is to provide technical assistance and guidance to forces afloat in order to improve the performance of ships store operations.

SCOPE OF ASSISTANCE

- Accounting records, returns and bill payments
- Internal operating procedures
- Internal controls, including cash handling procedures, contract administration, vendor relations, merchandise quality assurance, and processing of the special DD Form 1155 for merchandise ordered under simplified purchase procedures
- Training
- Periodic review of ships store operations, including identification of potential problem areas
- Job instruction and training programs
- Work scheduling and control
- Equipment operations and maintenance, with minor repairs as necessary
- Safety and sanitation

For more information call (619) 556-5728 or SALTS at NX5.

Subsistence

FISC serves as the single gateway for ships requiring subsistence. Subsistence requisitions are processed using the Fleet Subsistence Prime Vendor program. Subsistence orders using CARGO should not be used while in the Southwest region due to inventory incompatibility and increase in order processing time. We schedule deliveries (with the exception of pastries) from various contractors including:

- U. S. Food Service for dry, chill and frozen provisions
- Defense Subsistence Office (DSO) for fresh, fruits and vegetables (FFV)
- Contract Bulletin vendors for milk, bread and ice cream
- Contract Bulletin vendors for pastries (ship arranges through S&S Bakery, Tel 264-7770)

A 72-hour lead-time is required and essential to process Subsistence Prime Vendor orders through DSCP. Orders for UHT or ESL milk require a 21-day lead-time. Saturday deliveries are available upon request. No bread deliveries are scheduled for Wednesday.

Note: There has been confusion over UHT and ESL milk. UHT Milk does not require refrigeration. ESL (Extended Shelf Life) Milk does require refrigeration.

Order submission. Ships can submit orders by the following methods after processing your order through Food Service Module (FSM).

- Hand carry to NAVSTA Building 116, 2nd deck
- E-mail to SALTS Code CS1 (preferred) or ZGS (alternate)
- SALTS Message to activity code CS1, FISC FOODSERVICE
- Naval Message (only to be used if either FSM/SALTS or email not available)

If possible, commands are requested to add a few extra days to the delivery date in order to assist with the 72 hour lead-time requirement. Ships may hand deliver emergency requirements (less than 48 hours lead-time) or send them by immediate message, attention 105N Customer Service Officer.

Phone numbers

San Diego Provisions	(619) 556-7696, 7541, 4962, 8882, 9736
Provisions Fax	(619) 556-0436
U.S. Army Food Inspectors	(619) 556-7892
Delivery Schedule Recording	556-3472, press 2 then 1
e-mail address:	cs1@salts.icpphil.navy.mil

For emergency requirements, contact one of the customer service representatives listed on page 1 or call the CDO at (619) 556-5500, pin 8777. Ships are requested to contact FISC 24 hours after order submission to arrange for NIS substitutes if desired.

Direct Vendor Delivery

Customers are urged to make full use of the FISC San Diego Direct Vendor Delivery Program (DVD). DVD was established to provide prompt delivery from commercial sources direct to the customer's site. DVD contract prices are negotiated at FISC, so customers may be assured that prices are fair and reasonable. The standard method of payment is the IMPAC credit card. The following DVD contracts are currently in place:

ExpressMart. In February 1997, FISC San Diego awarded a three-year contract to Corporate Express to operate the ExpressMart program, which replaced local ServMarts. The program features 24-Hour desktop delivery as well as a walk-in business center located at the Naval Station San Diego. All that is required is a government IMPAC card for payment. In order to place orders for delivery customers need to contact Corporate Express Customer Service to set up an account. You will be assigned an account number and delivery code. Once your account is in place, orders may be submitted by phone or fax. The program encompasses a wide range of products; catalogs are available upon request. Please ensure the government price list, not the commercially listed price, is used to determine prices for government agencies. Contact points are:

NAVSTA San Diego Bldg. 116 (North of Fleet Exchange), Tel (858) 547-6771
Hours: 0830-1500 Mon.–Fri. (Saturdays by appointments only)

Corporate Express Customer Service 1-888-507-3659, Fax 1-888-507-3664

Metal. The metal contract provides bulk metal, bar stock, plate and sheet metal. The current contractor is Industrial Metal Supply. IMS carries a wide range of standard metals, as well as alloys and composites. Custom orders for special sizes, cuts, bends or quantities are accepted. Delivery is within five days after placement of order. To place orders, contact the IMS representative, Todd Cohen, at (619) 277-8200, or by fax at (619) 277-3865.

Pipe. The pipe contract provides pipe, fittings, flexible hoses, tubing and associated accessories. The current contractor is American Sentinel Products. Custom orders for special sizes, cuts, bends and quantities are accepted. Delivery is within five days after placement of order. To place orders, contact American Sentinel at (619) 477-1592/1593, or by fax at (619) 477-1595.

Gases. The gases contract provides delivery of compressed gas cylinders and associated materials and accessories. The current contractor is Stoodly Industrial and Welding Supply. 80% of routine orders will be delivered to customers within 24 hours of placement of orders. All other routine deliveries will be made within 48 hours. There will be no cylinder charges if empty cylinders are turned in upon receipt of delivery. To place orders, contact Stoodly at (619) 234-6750, or by fax at (619) 234-6758.

Current ongoing DVD initiatives include contracting actions for bearings, bushings, valves, gears, paint and hardware items. Contracting Officer's Representatives for the above contracts may be contacted for customer assistance at FISC Code 121, (619) 532-4923/4336/4009, Fax Ext. 4187.

NAVXPRESS

Regional Freight Transportation is an organization developed to provide transportation services throughout the southwest region. We provide regularly scheduled routes as well as augmented services to efficiently and effectively support your requirements. We offer our services to any federal agency to include Fleet and Shore Activities, Marine Corps, Army, Air Force, Coast Guard, etc.

What we transport

We can move virtually anything you require.

- Parcels
- Containers
- DRMO
- Hazardous Materials
- Heavy Equipment, etc.

Our equipment assets include:

- Stake Trucks
- Tractors/Trailers
- Cargo Vans
- Step Vans

In support of the Fleet, we offer incidental/emergent intra/inter base movements to the waterfront: this should eliminate the need to send sailors to DRMO or SIMA.

To request our services, simply call the Central Dispatch Center at our TOLL FREE NUMBER:

**1-877-NAV-MOVE
(628- 6683)**

To learn more about how Regional Freight Transportation can help your activity/organization or to set up a reimbursable account and discuss service costs, please call:

Transportation Director
(619) 532-2059
DSN: 522-2059

Program Analyst
(619) 532-4653
DSN: 522-4653

Contracting

FISC San Diego maintains several contracting branches in the San Diego area for both large and small contracts. Any type of purchase request form is acceptable as long as it contains all the information as required in existing government developed purchase request forms. Forms may be faxed, e-mailed, or sent via Naval message. Typical forms are:

- NAVCOMPT Form 2276
- DD Form 1348-6
- DD Form 1149
- NAVSUP Form 1250-2

To obtain status of purchase requests, Please call the FISC Customer Information Center at

1-877-41TOUCH (1-877-418-6824)

Fleet & Industrial Supply Center
Simplified Acquisition Division

Director, Code 220	DSN 526 (619) 556-0391
Deputy Director, Code 221	(619) 556-0341
Assistant	(619) 556-0398
Fax	(619) 556-6307

POC for requirements less than \$25,000
Naval Station Site

Supervisor, Code 220N	DSN 526 (619) 556-0384
Pro-Tech	(619) 556-0377
Fax	(619) 556-0376

North Island Site

Supervisor, Code 220C	DSN 735 (619) 545-4176
Pro-Tech	(619) 545-4378
Fax	(619) 545-4156

Point Loma Site

Supervisor, Code 220F	DSN 533 (619) 553-8627
Pro-Tech	(619) 553-8626
Fax	(619) 553-8630

Fleet & Industrial Supply Center
Large Contracts Division

POC's for requirements greater than \$25,000

Director, Code 200	DSN 522 (619) 532-3435
Deputy Director, Code 201	(619) 532-3435
Secretary	(619) 532-3435
PCO, Code 240	(619) 532-2556
PCO, Code 250	(619) 532-4057
PCO, Code 260	(619) 532-2555
Pro-Tech	(619) 532-2586

Urgent Purchase Requests. Urgent requests are for supplies or services that will result in a work stoppage, are mission essential and normal processing time would result in injury to the government. Urgent requirements that are identified by the customer and documented with a valid urgency impact statement will be worked by FISC immediately upon receipt. Urgent requirements can be hand carried, faxed or e-mailed. Commands that fax or e-mail requirements should call the purchasing office to confirm receipt. Once the fax is received, immediate processing will begin. Good two-way communication is key to a successful transaction.

Customer Service Standards. Our goals for processing your Simplified Acquisition Purchase Requests (less than \$100K) are as follows:

- Purchase requests less than \$25K
 - Pierside or deployable units - 95% within 5 days
 - Non-pierside or non-deployable units - 95% within 10 days
 - Industrial activities - 95% within 20 days
- Purchase requests greater than \$25K but less than \$100K
 - All requisitions - 95% within 30 days

FISC Legal Office

The FISC San Diego Legal Office provides a full-range of legal support including, but not limited to customer support for acquisition questions and concerns. Often times we direct the customer to the contracting officer, however, sometimes customers have concerns in advance of an actual requirement. Following are some of the services we provide:

- Procurement in general (to include performance issues), interpretation of procurement laws and regulations
- Interservice or interagency procurement actions
- Memoranda of understanding/Agreement
- Non-FAR Procurement actions
- Conflict of Interest, Organizational Conflicts of Interest, Ethics questions
- Liability issues
- Requests for documentation, information, testimony before courts and boards
- Labor-law questions pertaining to contracts
- Informal commitments, extraordinary contractual actions
- Litigation, protests
- FOIA/Privacy Act

Points of contact:

Counsel	(619) 532-2197
Senior Paralegal and Office Manager	(619) 532-2198
FOIA/Privacy Act Officer	(619) 532-2585
Assistant Counsel	(619) 532-3436
Assistant Counsel	(619) 532-2200

Fleet Medical Liaison

The following Fleet Medical services are available at the Fleet and Industrial Supply Center, Building. 116. The Fleet Liaison Office of FISC Customer Service will provide the service that will be available in the direct support of the medical and dental departments.

Phone Number: 619-556-0420 / DSN: 526.

FISC Fleet Liaison office will provide the following services:

1. Operates a “one-stop shop” in expediting high priority or short turn around times of medical and dental supplies for fleet unit.
2. Receive and review requisitions for medicines and medical/surgical supplies; research sources and determines availability (depot or prime vendor (PV) through automated tools; validates and documents the lowest priced items available.
3. Ensures controlled drugs being requested are on the requestor’s Authorized Medical Allowance List (AMAL) or Authorized Dental Allowance List (ADAL). Contacts the requestor and the applicable Force Medical Officer staff for discrepancies.
4. Electronically order medicines and medical/surgical supplies for fleet units. Receives delivery of supplies. Identifies items that need refrigeration and safekeeping, and acts accordingly.
5. Contacts the Medical Emergency Supply Operations Center, at DPSC, Philadelphia to expedite requisitions that are not obtainable through the prime vendor or expediting these requisitions, and serves as liaison between DPSC and requestor to ensure timely and proper handling and receipt of materials
6. Provides information to fleet medical and dental personnel when requested. The customer can obtain sources, requisition and/or shipment status on all routine requests by calling FISC Customer Information Center 1-877-418-6824.
7. Process all “walk-through” requisitions for medical and dental local-stocked items using automated systems. Customer must pick-up material the same day from supplying warehouse.
8. Tracks transshipment of Medical Mobilization and Augmentation Readiness Team (MMART) blocks (push items) from Defense Distribution Region East, Mechanicsburg, PA and Navy Medical Logistics Command, Frederick, MD. Coordinates timely delivery of these blocks to the ships.
9. Reviews and keeps updated files of shipboard points of contact and those personnel allowed to handle controlled drugs.
10. Provides supply training to medical and dental personnel regarding supply procedures.

11. Assists in coordinating redistribution of excess medical supplies and equipment among ships and shore commands.

Point of contact for Anthrax, will accept and coordinate delivery for Fleet units.

Pre-Deployment

General Information. FISC San Diego can assist you in a number of ways in preparing for deployment. We will schedule a pre-deployment briefing at your convenience either on board or in Building 116. This is a comprehensive briefing of all the services FISC can provide. It is recommended that all supply divisions be represented at this brief.

“Hot Ship” Program. Sixty (60) days prior to your departure, you will be placed on the FISC “Hot Ship List”. This list is prepared in Customer Service and is based on information available from COMNAVSURFPAC and other sources. The list is distributed to both FISC and DDDC personnel and nearly every code is represented. You should identify yourself as a “Hot Ship” when dealing with customer service to ensure personnel are aware of your deployment stature. Walk throughs will go to the head of the line. Open purchase requisitions are expedited and you will be provided with a Customer Profile Report, listing outstanding and completed purchase actions. It is essential that you validate your outstanding open purchase requests to ensure your requirements are not overlooked.

Beach Detachments. As is frequently the case, work-ups involve a certain amount of in and out time. This hinders your ability to liaise with FISC, vendors and other area commands as you prepare for deployment. FISC San Diego Customer Service is ready to provide assistance to you. At your request we will assign a cubicle in Customer Service for “Beach Det” personnel. Personnel will have access to SALTS, FAX and telephone. FISC San Diego downloads SALTS at least once each working day. Any SALTS messages should be addressed to ZGS (FISC San Diego NAVSTA), Attn: Beach Det. FAX service is through 556-0437. Call 556-0412/0420 for information.

Expediting. Our expediting section is available to assist you in obtaining those showstoppers. Although we do not have much storage space, small packages can be shipped to customer service when arranged in advance for ease of retrieving material. Call 556-0420 for assistance and address.

LOGREQs. Ensure you provide accurate GSK and subsistence delivery instructions in paragraphs Delta and Hotel of your return LOGREQ. Frequently returning deployers will send a LOGREQ requesting “stores upon arrival”. We are pretty sure you will not want 15 or 20 pallets the day you return. If you inform us of your delivery requests, we will make every effort to see that you are accommodated. Currently there is no separation of IPG I’s unless they qualify for signature service.

Sonobuoys

Ref (a): NAVORDCENINST 8010.2

Ref (b): SPCCINST 8010.12D

Due to problems experienced at FISC/DLA activities with ships offloading sonobuoys without proper documentation, the following procedures must be followed.

Serviceable Sonobuoys. Ships offloading serviceable sonobuoys (Condition Codes A, B, or C) should contact FISC North Island Branch or DDDC (NAVSTA) to arrange for shipment. See below for Phone numbers and POC's. Documents should cite ship's document numbers and material should be marked for further transfer as follows:

The DD Form 1348-1, block 11, should list FISC or DDDC as the first destination address and the following address as the Ship To address, block B:

DDJC San Joaquin (UIC W62G2T)
Defense Distribution Region West
Trans Ofc P O Box 960001
Stockton CA 95296-0130

Unserviceable Sonobuoys. Ships offloading unserviceable (condition code H) sonobuoys should submit an Ammunition Transaction Report (ATR) per ref (a), chapter 2, section 3, and ref (b), chapter 8, sections 4 and 5. Upon receipt of the ATR, NAVORDCEN IMSD will provide disposition instructions via naval message. Disposition instructions provided by NAVORDCEN IMSD will include final destination addressee and document numbers for DD Form 1348-1 turn-in document.

Note: Do not offload material prior to receiving naval message from NAVORDCEN IMSD. The ship should offload the unserviceable sonobuoys at the nearest FISC for further transfer to the designated final destination, which NAVORDCEN IMSD has provided.

Failure to comply with these established procedures may result in refusal of the material by FISC/DLA activities. These procedures were established to eliminate repackaging and storage problems at FISC/DLA activities.

FISC POC: (619) 545-9273 / DSN: 525-9273.

NAVORDCEN IMSD Mechanicsburg, PA POC: (717) 605-5398 / DSN 430-5398

Note: A separate DD Form 1348-1 is required for each sonobuoy type (NIIN/Condition Code) being turned in.

Mattress Exchange Pool

All U. S. Navy ships requiring exchange of mattresses may contact the Mattress Pool Manager at 556-3573. Each ship must provide a DD1149, transportation and a working crew.

DRMO

DRMO is located on the Outlying Landing Field Base in Imperial Beach, south of NAVSTA near the international border. Take 5 south to Palm Avenue. Head west on Palm then left on 13th Street. 13th Street will take you directly into the front gate. Follow the road past the front of the commissary, DRMO will be on your right, behind the commissary.

For turn-in appointments call (619) 556-9466 or 556-9467

In order to pick up material from DRMO an authorization letter must be on file with DRMO. Call (619) 437-9442 or 9449 to make arrangements.

Personal Property

FISC Personal Property office is located in building 3376, NAVSTA dry side, east of the Navy Lodge. As one of the busiest Personal Property Offices in the Navy, servicing over 50,000 customers annually, their goal is to make your move a first class affair.

To schedule a move or for more info call (619) 556-MOVE (6683)

Nationwide Personal Property Hotline: 1-800-444-7789

Postal Services

Postal Finance Officer	556-8950
Dockside Mail Delivery	556-5557

Copier Parts

The General information and “Shipboard Hotline” number is 1-800-235-0708. The Shipboard Account Manager can be reached at (619) 260-3170. For copier parts, ships in the San Diego area can contact the Xerox Parts Center at (858) 642-0586 or e-mail: Xeroxnavpac@mc.usa.xerox.com. Ships deployed to the Persian Gulf or Mediterranean Sea can order Xerox parts through the Xerox representative in Naples Italy. Phone: 39 081 568-5271 / DSN: 314-626-5271, by e-mail to egererj@naples.navy.mil, or by naval message to FTSCCLANTDET NAPLES IT. The close proximity will enable you to get your parts faster than ordering through San Diego.

Training and Development Services

Developing and maintaining an effective workforce is of critical importance. With a nationwide focus on personnel development, there is recognition that training our personnel is an investment. The return on that investment will prepare us to meet shifting organizational priorities, rapid technological advances, and increasing demands for new and improved services.

We would like you to consider the FISC Employee Development Division as your full service training resource. Our goal is to provide you high quality services in a timely, economical, and convenient manner. Our success is measured by your satisfaction.

FISC SD is fully qualified to meet all your training needs through our Training and Development Services. FISC Training is centrally located on the 3rd floor of Building. 1 in downtown San Diego, at the corner of Broadway and North Harbor Drive across from the Broadway Pier. Our phones are staffed during daily hours of operation and are also equipped with voice mail message capability after hours.

To request information, please call (619) 532-2038 or DSN 522-2038.

For procurement courses, contact the Regional Procurement Management Staff at (619) 532-2360 or DSN 522-2360.

Hazardous Materials Management Program

FISC San Diego is the COMNAVSUPSYSCOM and CNO designated Regional Hazardous Materials Manager. Working with commands such as COMNAVAIRPAC, Public Works Center, Naval Station San Diego, Marine Corps Air Station El Toro and Miramar, and NAWS Point Mugu, we are managing a program that:

- Minimizes the regional hazardous waste stream
- Creates fully compliant facilities and processes
- Centralizes management of HM to provide greatest consumption and visibility to all users
- Achieves financial savings through cost avoidance for disposal (currently averaging \$2.00 per pound) and new procurement
- Improves worker health and safety

What is HAZMAT? HAZMAT (also HM) is short for hazardous material. Hazardous material is defined as any substance that is toxic, ignitable, reactive, or corrosive and that if improperly handled may be damaging to our health and well-being or to the environment. Prior to off-loading ANY hazardous material call the Naval Station HAZMIN Center POC number for assistance. A Hazardous Material Off-load Team will come aboard your command and assist with segregation of material that may be useful to another command or may have extendible shelf-life or be a candidate for our Regional Inventory program. If the material is no longer usable, we will contact DRMO for possible sale to a civilian company or, as a last resort, contact PWC for HW pick-up.

What is CHRIMP? CHRIMP stands for Consolidated Hazardous Material Reutilization and Inventory Management Program. CHRIMP gives direction on implementing the philosophy of hazardous material minimization through source reduction, substitution and reutilization (multiple users sharing a containerized product until exhausted). CHRIMP has been mandated by CNO for all activities.

What is HMC? HMC is short for Hazardous material Minimization Center also sometimes referred to as HAZMIN Center. HMC's are centrally located storage facilities for HM operating under the CHRIMP process. Ideally, everyone on a base comes only to the HMC to get their hazardous material. HMC's manage just-in-time inventories for all customers while drawing on regional excesses before ordering new material. Safety in the work place is increased due to minimal quantities being stored there and the program ensures all material bought is used. Saving OPTAR dollars and protecting the environment from large quantities of excess material which may be turned in as hazardous waste are tremendous benefits of the CHRIMP program.

Current HAZMAT Programs:

Shop Towel Service. FISC manages a regional Shop Towel Service contract. This drastically reduces participant's needs to procure baled rags for cleaning/wiping up petroleum products and the disposal costs of contaminated oily rags. Shop towels for paint cleanup, are also available. The contractor delivers clean rags to customers on a weekly basis and takes the dirty ones away to be laundered. Customers utilizing the shop towel service at a rate of 500 towels per month can save more than \$8,000 per year.

Remanufactured Laser Cartridges and Ribbons. Popular sizes/models of remanufactured laser cartridges are now available through EXPRESSMART for about half the price of procuring new ones. You can purchase the toner cartridges using the IMPAC card. Empty cartridges may be dropped off at HAZMART, your local HMC, or given to an EXPRESSMART delivery person.

Electronic Bulletin Board System. The electronic bulletin board system, or BBS operated by FISC, provides up-to-date information on available free (no cost, "A" condition) HM within the region. Interested persons with a computer and modem may dial up the BBS to see if requirements for HM can be filled with free material prior to ordering new. Check us out on the web at <http://www.sd.fisc.navy.mil/hazmat/index.html>. Excess materials are listed on the web site monthly.

Lube Oil and AFFF Redistribution. FISC assists COMNAVSURFPAC with lube oil redistribution from decommissioning ships and ships going into availability or overhaul. After passing a lab test, the oil is taken off one ship and offered to others free of charge. Under this program the Navy avoids paying to dispose of used oil and also saves money by not having to buy new oil. This program is currently being used for 2190 and 9250 type oils. The same principle of this program is also in place for redistributing AFFF. Both programs combined have saved the Navy nearly \$2.1 million.

Shelf-life Training. The regional shelf-life coordinator offers individualized and group training to ships and shore activities on how to build an effective shelf-life management program and provides tools to properly extend shelf-life on qualified materials.

Got excess Hazmat or need some? Give us a call or visit your local HazMin Center!

(619) 556-6121

Other Hazmat Numbers

Director	(619)556-6208
Operations Manager	(619)556-6210
Shelf-Life	(619)556-6144
Regional Inventory Manager	(619)556-6144
Electronic Bulletin Board	(619)556-6170

HazMin Centers

Naval Station San Diego - Bldg. 3498 (619) 556-9722/DSN 526	NAS North Island - Bldg. 1206 (619) 545-7920/DSN 735
SUBASE San Diego - Bldg. 538 (619) 553-0739/DSN 553	MCAS Miramar - Bldg. 7216 (619) 577-1409/DSN 267
MCAS El Toro - Bldg. 320 (714) 726-3847/DSN 997	NWS Fallbrook - Bldg. 218 (619) 731-3509/DSN 873
NWS Seal Beach - Bldg. 38 (562) 626-7268/DSN 873	NAS Point Mugu - Bldg. 383 (805) 989-3942/DSN 351
NAB Coronado - Bldg. 145 (619) 437-5237/DSN 577	CBC Port Hueneme - Bldg. 382 (805) 982-4242/DSN 551
NAF El Centro - Bldg. 512 (619) 339-8359/DSN 958 (Operated by NAF El Centro)	

FUEL

Bunkering. Ships in port San Diego may bunker directly or indirectly from the bulk petroleum supplies at DFSP Point Loma. Bunkering at DFSP's La Playa pier is normally conducted between 0700 to 1530 Monday through Friday.

Bulk Fuels Available. The following bulk petroleum products are available from DFSP Point Loma. Remember, packaged petroleum products, like 55 gallon drums of lube oil, are ordered through normal requisition channels, not through the DFSP Point Loma.

Bulk Product	National Stock Number
DFM	9140-00-273-2377
JP-5	9130-00-273-2379
2190	9150-00-372-6915
9250	9150-00-181-5232

Delivery Methods. Primary delivery of DFM and JP-5 is via CONREP at sea or at the La Playa fuel pier. Barge delivery is discouraged, but may be arranged through Port Services via ISIC. Lube oil is delivered by truck, or can be received at La Playa pier.

MOGAS. MOGAS is not stored at FISC Point Loma and must be delivered by commercial tank truck. MOGAS deliveries can be conducted at La Playa fuel pier or Naval Station piers with proper safety precautions. Delivery at other military berths in San Diego require a 500 foot safety arc and are stringently monitored by the Federal Fire Department, NAVSTA Safety, and FISC Fuel Department personnel. Only under extraordinary circumstances will the North Island berths M, N, O, and P be considered to transfer MOGAS. Ships should consult with their ISIC prior to loading or off-loading MOGAS.

Procedures. Submit requirements for bulk DFM and JP-5 to COMNAVREG SW Port Services Office by LOGREQ message or by telephone to Fuel Services Office at least five working days before the required delivery date

- MOGAS is not carried as stock at DFSP Point Loma. Submit these requirements to Pierside Procurement (FISC Contracting).

Returns Of Bulk Petroleum Products. Customers may turn in on-specification DFM and JP5 fuel and receive credit from their TYCOM. All returned product is sampled and tested prior to turn-in to determine quality and disposition. Procedures are established to return off-specification DFM and JP5 as well as MOGAS and lube oils but without credit. Consult the following for return point of contact.

DFM and JP-5

Arrange for turn-in of on-specification DFM and JP-5 by contacting the operator at the DFSP Point Loma Pier Shack. DFSP personnel will take ship's samples and notify the ship within one working day whether the fuel is clean enough to off load to the yard oiler. If the fuel is within specifications, it can be off loaded to the YO/barge for credit. If the fuel is not on-specification, the DFSP personnel will advise the ship and coordinate off load with the Port Services Office to a SWOB for turn-in to the DFSP reclamation system.

MOGAS

On-specification MOGAS can be off-loaded at La Playa or Naval Station piers. Upon the request, DFSP will coordinate material sampling to ensure its cleanliness. PWC personnel arrange for trucks needed to receive the on-specification MOGAS. Shipboard personnel must arrange trucks for contaminated MOGAS with Defense Reutilization and Marketing Organization (DRMO). Credit can not be offered for MOGAS. The DFSP Reclamation Plant cannot accept off-specification MOGAS for safety reasons.

Lube Oil

Lube oil must be tested prior to off load. Lube oil can not be returned to the lube oil delivery trucks for restocking at the DFSP. Expended lube oils cannot be commingled with DFSP Stock for accounting reasons. COMNAVSURFPAC has created a reuse pool for lube oil. FISC Code E is COMNAVSURFPAC's agent to arrange truck services to receive the lube oil on your pier, account for and re-issue lube oil stocks. Requests should be made at least five working days in advance of the required off load date. No credit is given for the lube oil to the off-loading ship, nor any charge to the receiving ship. This program has been extremely successful in preventing lube oils from entering the waste stream and saving taxpayer dollars. Document the transaction as a transfer to Other Supply Officer (OSO).

Waste Oil Removal. Contact the Waterfront Coordinator to remove waste oil from tanks and SWOBS.

Petroleum Laboratory Testing Of Fuel Oils. The DFSP Point Loma Petroleum Laboratory Division tests fuel samples. Drop off samples at the laboratory in Building 70A on the corner of Rosecrans and Walford Streets, opposite the fuel pier at the Point Loma Annex. No job order is required to obtain this service. Samples of all types of petroleum fuels may be submitted in clean, tagged one-quart bottles. Tags should contain the following information: Activity, name of sampler, grade of material, quantity represented, specification of product, tank number, date type sample, contract and lot number (if applicable) and reason for sampling. Included in the program is testing JP-5 samples for cleanliness.

Mailing Address

Petroleum Laboratory (Code 730)
Fleet and Industrial Supply Center, San Diego
937 North Harbor Drive
San Diego, CA 92132-0480

Shipping Address

Petroleum Laboratory
FISC Point Loma Annex
Building 70A
San Diego CA 92106

Note: If samples are mailed or shipped they must be sent in red fuel sample cans or proper shipping containers for flammable liquid petroleum products.

Petroleum Laboratory Testing Of Lube Oils From Ships. Lube oil samples for spectrographic analysis, are tested by the SIMA Laboratory, located in Building 130, at the Naval Station. This laboratory has been designated by CINCPACFLT as the local facility for the Naval Oil Analysis Program (NOAP). All types of lubricating and hydraulic oils are tested at this facility.

Commanding Officer
Box 318606, Code 3742A
SIMA (UIC 65918)
3755 Brinser Street, Suite 1
San Diego, CA 92136

Petroleum Laboratory Testing Of Lube Oils From Aircraft. Aircraft lube oil samples for spectrometric analysis, are tested by the NAD, located in Building 469, at NAS North Island. This is a continuing program involving wear-analysis in which samples are submitted from aircraft engines on a monthly basis to establish trends that could lead to breakdown.

Spectrometric Oil Analysis,
Code 34200, Bldg. 469
NAD
Naval Air Station, North Island
San Diego, California 92135

Points Of Contact. Refer all petroleum product delivery inquiries to the DFSP Operations Foreman. Below are frequently used numbers:

DFSP 24-hour Number	553-5215
DFSP Operations Foreman	553-1315 or 1317
DFSP Pier Shack	553-1330 or 6705
DFSP Laboratory	553-1326
DFSP Reclamation Plant	553-1325
NAVSTA Fuel Services	556-8123
NAVSTA Port Services	556-1433 or 1434
PWC Transportation - Fuel	556-7614
DRMO Environmental	437-9451
FISC Code-E	532-2470
SIMA Lab - Lube Oil, Ships	556-2879
NAD Lab - Lube Oil, Aircraft	545-7821

Useful Phone Numbers

*Area code 619 unless noted

FISC Commanding Officer		532-2203
FISC Executive Officer		532-2202
FISC Customer Service Officer		532-2099
NAVSTA Base Information		556-1011
BAX Global		299-6931
Boat Yard (DDDC)		556-8513
Bottle Yard (DDDC)		556-7908/0053
Classified/Security Storage (DDDC)		556-7928
DDDC San Diego ESOC Customer Service		556-0077
Defense Finance and Accounting Office San Diego		616-5030
DRMO Imperial Beach		437-9466/67
FEDEX Tracking		1-800-238-5355
FISC HAZMAT		556-6121
Dockside Mail		556-3493
GSA Supply Center Customer Service		1-800-488-3111
MTIS (Call 556-0412 to arrange for MEDVIS screening)		556-7902
NAVICP	DSN	430-3500
NAVTRANS Norfolk	DSN	564-8300
Navy Food Management Team		556-5652/5649
NEXCOM Fleet Assist Team		556-5728
Overseas DSN Operator		524-0400
Personal Property - HHG		556-6683
Port Services		556-1442
PWC Transportation Dispatcher (NAVSTA)		556-7606
PWC Transportation Dispatcher (NASNI)		545-8428
PWC Crane & Forklift Service		556-7622
PWC Floating Crane Service		556-7620
Regional Support Organization (RSO)		556-0658
SLSC Bremerton		1-800-258-7492
Duty Officer	(360)	908-2540
SLSC Pearl Harbor		1-800-453-8885
Duty Beeper	(808)	361-0372
SLSC Travis AFB	DSN	837-3418
Duty Beeper	(707)	426-7037
SLSC San Diego		556-3447
Duty Beeper	(619)	322-9978
United Parcel Service		1-800-742-5877

Helpful Web Sites

www.sd.fisc.navy.mil
www.navsup.navy.mil
www.fmso.navy.mil
www.norfolk.navy.mil/fossac
www.nll.navsup.navy.mil/
www.salts.navy.mil/index.html
www.navtrans.navy.mil
www.massolant.navy.mil/
www.supply.dla.mil
www.drms.dla.mil
www.dfas.mil
www.ups.com/tracking/tracking.html
www.fedex.com
www.daas.dla.mil
<http://neds.nebt.daps.mil/>
<http://logtool.1touch.navy.mil/>

FISC San Diego
NAVSUP
FMSO
FOSSAC
Naval Logistics Library
SALTS
NAVTRANS
NAVMASSO
Defense Logistics Agency
DRMO
DFAS
UPS Tracking
FEDEX
DAAS
Navy Electronic Directives System
Logistics Toolbox